



JAMES A. NOYES, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

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May 1, 2003

IN REPLY PLEASE

REFER TO FILE: **AE-2**

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**AS-NEEDED MECHANICAL, ELECTRICAL, AND PLUMBING ENGINEERING
SERVICES
VARIOUS COUNTY PROJECTS
AWARD OF CONSULTANT SERVICES AGREEMENTS
ALL SUPERVISORIAL DISTRICTS
3 VOTES**

IT IS RECOMMENDED THAT YOUR BOARD:

Award and authorize the Director of Public Works to execute two consultant services agreements with TMAD Engineers and Dahl, Taylor & Associates, Inc., to provide as-needed mechanical, electrical, and plumbing engineering services for various locations throughout the County of Los Angeles. The recommended agreements for a not to exceed fee of \$150,000 for each firm shall extend over two years, with an additional one-year renewal option for each firm, to be executed by the Director.

The agreements will provide for cost of living adjustments if the renewal options are exercised. Renewals will be exercised based upon remaining funding available, the number of current projects in the design phase, and the level of satisfaction with the services provided.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

We are recommending that your Board award consultant services agreements and authorize the Director of Public Works to execute contracts with the recommended consultants to provide as-needed mechanical, electrical, and plumbing engineering services.

Public Works provides mechanical, electrical, and plumbing engineering services for various County departments for capital projects and other facilities' improvements. The occurrence and magnitude of such engineering services is usually unpredictable. To ensure that adequate resources and experience are available to perform these engineering services on schedule, we are requesting an as-needed mechanical, electrical, and plumbing engineering services contract. This supplemental capacity will assist us with delivering services in a timely manner during sudden workload increases.

Implementation of County Strategic Plan Goals

This action meets the County Strategic Plan Goals of Service Excellence and Organizational Effectiveness. The use of as-needed consultant services agreements has enabled Public Works to better manage fluctuations in workload, thereby providing responsive service to our clients.

FISCAL IMPACT/FINANCING

There will be no impact on the County's General Fund. Sufficient funds to finance these agreements are available in the Public Works' Facility Project Management General Fund's Fiscal Year 2002-03 Budget and proposed 2003-04 Budget. Costs in the Facility Project Management General Fund will be recovered through billings to capital projects. Any remaining funds within the not to exceed fee of \$150,000 in each two-year agreement will be made available through the annual budget process if the one-year renewal options are exercised.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard consultant services agreement, previously approved as to form by County Counsel, will be used. This agreement includes clauses for termination of services upon prior written notice, renegotiation, and hiring of displaced County employees as directed by your Board.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration for contract award, TMAD Engineers and Dahl, Taylor & Associates, Inc., are willing to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

TMAD Engineers and Dahl, Taylor & Associates, Inc., have demonstrated satisfactory compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

ENVIRONMENTAL DOCUMENTATION

The project is categorically exempt, and a finding of environmental impact is not required for award of the consultant services agreements for this scope of work.

CONTRACTING PROCESS

On October 3, 2002, Public Works issued a Request for Proposals to 61 firms for the project. On November 20, 2002, 17 firms responded to the RFP. The Evaluation Committee, consisting of Public Works' engineering and project management staff, evaluated the proposals. Evaluation of the firms was based on technical expertise, the proposed work plan, experience, personnel qualifications, and understanding of the work requirements. The evaluations were completed without regard to race, creed, color, or gender. Based on the review and evaluation of the proposals, the Evaluation Committee recommended TMAD Engineers and Dahl, Taylor & Associates, Inc., as the two best qualified firms to perform the required services.

The agreements with TMAD Engineers and Dahl, Taylor & Associates, Inc., include a cost of living adjustment provision that is consistent with the Board's policy and will be applied if the option years are exercised.

Participation by Community Business Enterprises is encouraged through Public Works' CBE Outreach Program and the requirement that proposers demonstrate their good faith efforts to utilize CBEs. TMAD Engineers and Dahl, Taylor & Associates, Inc., are aware of Public Works' CBE Outreach Program and their proposed CBE participation plans are on file with Public Works.

Public Works maintains a database of firms for consultant services which is the main source of soliciting proposals. As requested by your Board on February 3, 1998, and to further increase consultant awareness of contracting opportunities with Public Works, a Request for Proposals for these services was listed on the "Doing Business with the County" website.

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IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no negative impact on current County services or projects during the performance of the recommended consultant services.

CONCLUSION

One approved copy of this letter is requested.

Respectfully submitted,

JAMES A. NOYES
Director of Public Works

JWF:sdh
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cc: Chief Administrative Office
County Counsel
Department of Public Social Services (GAIN/GROW Program)